



FEDERAL ELECTION COMMISSION
WASHINGTON, D.C. 20463

RQ-2

February 26, 2008

Mark Vincent, Treasurer
Friends of John Barrasso
P.O. Box 52008
Casper, WY 8265

Response Due Date:
March 27, 2008

Identification Number: C00436386

Reference: Year End Report (10/1/07 – 12/31/07)

Dear Treasurer:

This letter is prompted by the Commission's preliminary review of the report(s) referenced above. This notice requests information essential to full public disclosure of your federal election campaign finances. **An adequate response must be received at the Senate Public Records Office by the response date noted above. Failure to adequately respond by the response date noted above could result in an audit or enforcement action.** Additional information is needed for the following 3 items:

1. Your report fails to include an FEC Form 3Z-1. Form 3Z-1 is used to disclose the total gross receipts of the candidate's authorized committees available to be expended as of **December 31, 2007** in connection with the 2008 Primary and General elections. Please provide a completed Form 3Z-1 with this report. (2 U.S.C. § 434(B) and 11 CFR § 104.19(b))
2. Schedule B of your report discloses reimbursements to individuals for expenses other than travel and subsistence. Please be advised that when itemizing reimbursements to individuals for goods or services, if the payment to the original vendor aggregates in excess of \$200 in an election cycle, a memo entry including the name and address of the original vendor, as well as the date, amount and purpose of the original purchase must be provided. If itemization is not necessary, you must indicate so in an amendment to this report. Please correct your report to include the missing information. (11 CFR §§ 104.3(b)(4)(i) and 104.9, and Advisory Opinions 1992-1 and 1996-20)
3. Schedule B of your report discloses disbursements to "Petty Cash". Please be advised that disbursements from a petty cash fund to any person or vendor for any single purchase or transaction may not exceed \$100.

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